

## **FREQUENTLY ASKED QUESTIONS**

### *What is a nomination?*

- Members of Congress may nominate applicants who meet the eligibility requirements established by law. A candidate may seek a nomination from the following:
  - A member of the U.S. House of Representatives who represents the congressional district in which the candidate resides
  - Both U.S. Senators from his or her state
  - Apply directly to the Vice-President of the United States

### *What are the basic eligibility requirements?*

- To be eligible for a nomination from Congressman Mike Kelly, PA – 03, you must:
  - Be a citizen of the United States by the time you enter a military academy
  - Be a legal resident of Pennsylvania's Third Congressional District. If you have a question regarding the district, please call 724.282.2557 and ask for Steph or visit <http://www.house.gov/> and enter your ZIP code
  - Be 17 years old, but not yet past your 23<sup>rd</sup> birthday on July 1<sup>st</sup> of the year you enter a military academy
  - Have earned an above average academic record
  - Have achieved competitive standardized test scores (ACT/SAT)
  - Have scored near or above the published averages on the Candidates Fitness Assessment (CFA)
  - Be medically qualified as determined by the Department of Defense Medical Evaluation and Review Board (DoDMERB)
  - Have unquestionably strong moral character and display uncompromising integrity
  - Be unmarried, not pregnant, and without legal obligation to support children or other dependents

### *When do I apply for a nomination?*

- The nomination application period opens May 1<sup>st</sup> of each year for those candidates who are currently high school juniors and will be seniors the following school year. Students who have already graduated are also welcome to apply.

*What is the deadline for completing a nomination file for Congressman Kelly's office?*

- The deadline for submitting a nomination packet to Congressman Kelly's Butler district office is OCTOBER 1, 2013. All submissions must be postmarked by that date. Late packets will not be accepted.

*What materials are required for a completed application file for Congressman Kelly's office?*

- Application for nomination
- Materials from your school
  - Current class schedule (may be included on transcript)
  - Official academic transcripts from high school and college (if applicable)
  - High school disciplinary records – showing each year individually
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- Standardized Test Scores (ACT/SAT)
  - ACT institution code: 7637
  - SAT institution code: 2752
- Resume
  - Include extracurricular activities starting in 9<sup>th</sup> grade and employment history
- Essay – “Why I want to attend a military academy”
  - Please keep the essay to 500 words or less
- Letters of Recommendation
  - You must include three (3) letters
  - Letters should be from people who know you personally, and should attest to your character, motivation to serve and integrity
  - One of these must be a principal, dean or teacher at your high school or college
  - Letters should be mailed directly to Congressman Mike Kelly's office
- One page explanation of your felony charges and/or convictions (if required)
- A current photo, no larger than wallet size

### *What happens after I have completed my nomination file?*

- Applicants who submit a completed nomination file will then be contacted by Congressman Kelly's office in October if an interview has been scheduled.
- Interviews will be completed by early December.

### *What criteria is used in selecting candidates?*

- Nominations are based on a "whole person" evaluation. Factors such as academic achievements, extra-curricular activities, leadership skills, physical aptitude, character and motivation are taken into consideration and compared with other applicants

### *How many academies are there?*

- There are five service academies.
- Three reside within the Department of Defense:
  - U.S. Military Academy at West Point, New York
  - U.S. Naval Academy at Annapolis, Maryland
  - U.S. Air Force Academy at Colorado Springs, Colorado
- Two reside within the Department of Transportation:
  - U.S. Merchant Marine Academy at Kings Point, New York
  - U.S. Coast Guard Academy at New London, Connecticut

### *Are the requirements the same for all of the service academies?*

- No. Although many of the qualifications are similar, each academy operates under its own admissions guidelines. Visit the academy of your choice via the websites noted for each academy's particular admissions qualifications. It is not necessary to seek a nomination to the Coast Guard Academy, as the U.S.C.G.A. accepts candidates based on their own testing criteria.

### *Who should I ask to write a letter of recommendation on my behalf?*

- Some of the people applicants typically seek recommendations from include:
  - Teachers
  - Counselors

- Employers
- Coaches
- Clergy
- Scout Leaders
- One letter must be from a principal, dean or teacher at your high school or college.
- I do not require a specific recommendation form. A letter of recommendation is sufficient.

*What if I choose more than one academy? Will I be limited to a single nomination?*

- No. You can be nominated to multiple academies depending on how well you have competed among this year's pool of candidates. It is possible to win multiple appointments.

*Will I automatically be selected by the academy after I receive a nomination?*

- No. You will be placed among a select group of nominees, and the academy of your choice will make the final decision. If selected, you will receive an offer of admission (an appointment) directly from the academy.

*When will I know if I have been offered an appointment by an academy?*

- Academies will begin to notify candidates of their admission status in February. All offers of appointment are generally sent out by May.

*Who do I contact if I have questions about Congressman Kelly's nomination process?*

- Contact Steph Stevenson in the Butler office at (724) 282-2557.